

Fire Emergencies

University buildings will be immediately and totally evacuated whenever building fire alarms are sounding.

- If you see or suspect a fire, remain calm and activate fire alarms.
- Call 911 from any on-campus, off-campus, or cell phone.
- Give as much specific information as possible when emergency operators answer. Do not hang up unless it is unsafe or calls are released by emergency operators.
- Report all fires, even if extinguished or found subsequent to being extinguished.
- Report all fire alarms, even if they are suspected to be false or accidental.
- Evacuate at once using nearest exits or stairways. Do not attempt to fight fires.
- Close doors and windows, if time permits.
- Do not use elevators.
- Do not open doors before feeling the doors and doorknobs.
- Crawl if there is smoke.
- Use secondary exits if primary exits are blocked.

If you are trapped:

- Block cracks around doors to keep out as much heat and smoke as possible.
- Go to windows and signal for help by hanging a flag, sheet, jacket, etc., out of windows.
- Use available telephones to call 911 or University Officials at EXT 34754 and let them know your exact location.
- Do not attempt to jump from multi-story buildings.
- Do not re-enter buildings for any reason until fire or police officials say it is safe to do so.
- Try to determine who is in the area and report missing or unaccounted for individuals to emergency officials.